

## Chapter 12 – Recreation Facilities & Athletic Fields

### 12.1 Purpose

Recreational facilities and athletic fields allow the public to enjoy various athletic and recreational endeavors in the King County Park System. Some facilities were acquired to provide active recreation opportunities. These facilities must be properly maintained. Improper maintenance can lead to injury or loss of enjoyment. And most people using these facilities are charged a use fee.

This chapter covers the BMPs for carrying out the high-level maintenance required for these facilities.

### 12.2 Definitions

**Athletic Fields:** refer to baseball, softball, soccer, rugby, and football fields, volley ball courts, Frisbee golf and cricket pitches.

**Recreational Facilities:** for this manual, refers to community centers, gymnasiums, arts and crafts facilities, interpretive centers, lodges, campgrounds, community gardens, tennis and play courts, swimming pools and beaches programmed and scheduled by King County Recreation Staff. These recreational facilities also include the King County Fairgrounds in Enumclaw.

### 12.3 Background

Four basic management concerns drive maintenance of recreational and athletic facilities:

Four Basic Management Concerns for Recreational and Athletic Facilities	
User fee-induced expectations	Parks charges use fees, usually by game or by hour. These fees partially cover administration, set up, preparation and maintenance costs. Fees are an important part of our budget, but do not cover all operating costs.
Potential for injury	Most facilities host strenuous physical activities that expose users to potential injury from inadequately prepared or maintained surfaces or equipment.
Quality of competitive play	Competitive play is common at these facilities. Uneven surfaces, loose soil, exposed obstacles or improper preparation affect the quality of a game. Any of these conditions may result in an unfair advantage/disadvantage
Risk management	When a public agency charges use fees, it no longer is exempted against lawsuits due to improper maintenance. Instead, the burden switches to the agency to prove that sufficient care and diligence were given to presenting a hazard-free facility.

## 12.4 Planning

Planning new recreational and athletic facilities is an elaborate process, involving staff, political issues and public input. During planning, it is very important to consult maintenance and skilled crafts staff. Answering maintenance issues in the planning process results in a final product that is easily maintained and best serves its intended purpose. The following are BMPs for planning recreation facilities and athletic fields:

- Install electrical and plumbing fixtures, outdoor furniture and door hardware to King County Park Systems' standards for type, size and style.
- Do not introduce new items without consultation with the Crafts Crew, who can provide input on existing features and high-quality, low maintenance products.
- Have Crafts Crew Supervisor, PDLM or DCFM review all proposed plans for park renovations and new construction.
- Record all specifications on newly installed products with Crafts Crew. Include paint products and colors, electrical and plumbing fixtures, and door hardware.

## 12.5 Design

Facility design directly influences maintenance. Buildings should be functional, attractive and vandal-resistant. Features should provide the utility desired and be within the theme or character of the park. Ease of maintenance and durability both affect long-term maintenance costs and ultimate condition of the park. Whenever possible, features and fixtures should be standardized to reduce replacement costs, parts inventory and ensure a high-quality product.

Consider these functions during design. Design all features to be most vandal-resistant. Use unbreakable plexi-glass covers and lens. Select stainless steel over light gauge or corrosive metals. Do not choose features that have handles or other protrusions that can break off easily.

Building fixtures, doors and heating systems should be inspected regularly through the means of a preventative maintenance plan coordinated through the Crafts Crew.



The following are design concerns for maintenance:

- Current and future resource staffing levels.
- Staff capabilities.
- Maintenance efficiencies.
- King County Park System standardized products.
- Quality products.
- Maximum vandal-resistance.
- Current *and* projected future use of facilities. Do not design to minimum needs only. Consider *year-round* use of facility even if not currently used year-round.

Because funding is generally more available for new construction or re-development, than for maintenance, laborsaving features and installation of high quality products should be key design principles. Laborsaving features for parks include:

- Mowing strips under fence lines
- Paved service paths to each park feature
- Disease and pest-resistant plantings
- Simple and functional layouts.
- Insure that all exterior wood is pressure-treated and that all fasteners are stainless steel.
- Do not plant deep or thick-rooted vegetation within 10 feet of sewer and water lines.
- Do not plant bushes or other large shrubbery close to building walls.
- Install ground cover that cannot be used by vandals to plug drains. Do not use rocks less than 5/8 inch in diameter.
- Make all valve boxes visible, easily accessible and vandal-resistant.
- Use twist-type covers for round valve boxes in vegetated areas.
- All exterior electrical fixtures and receptacles on shelters, athletic courts and fields should be vandal-resistant. Use recessed electrical outlet boxes.
- Design all features with optimal vandal resistance in mind. Use unbreakable plexi-glass, stainless steel and heavy gauge metals. Maximize lighting outside facilities.
- Locate electrical manhole covers away from maintenance vehicle traffic. Use appropriate cover to withstand weight.

- Install 20 amp (minimum) receptacles for pop machine use at all major activity areas in the park (i.e., by backstops, restrooms, community centers.)
- Where possible, locate electrical panel in independent room, with no storage allowed.
- Allow for future electrical installations by designing for extra electrical capacity beyond current need.
- Use stainless steel fasteners and fixtures.
- Use solid or recycled plastic products whenever possible. Plastic products do not rust or rot, are highly durable, and tend to be more vandal-resistant. Use solid plastic toilet stalls and plastic lumber decking.
- Design plumbing system to allow for a winterization process using high-pressure air.

## 12.6 Maintenance Practices

Most maintenance practices in the King County Park System are specific to either the facility or the expectations of park users or Recreation Staff. The following sections are BMPs for each facility type.

As in preceding chapters, maintenance practice is divided into two categories:

**Ongoing/Routine Maintenance:** day-to-day cleaning, preparation and maintenance to provide a clean, safe, and attractive facility for active use by the public.

**Preventive Maintenance and Repair:** occasional planned and unplanned servicing and repair necessary to ensure a facility is in good condition and repairs are made to correct for wear and tear, and abuse.

## 12.7 Camp/Picnic Shelters and Facilities

Picnic shelters and facilities are used primarily in summer. These facilities are usually used by groups of people who want to enjoy a small family or large organizational gathering. Food is usually prepared or eaten on site, making cleanliness critical.

The following are BMPs for picnic facility maintenance:



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### Ongoing/Routine Maintenance

- All litter, garbage and organic debris should be picked up first thing in the morning, and removed from the site. Garbage receptacles should be emptied daily and enough receptacles should be on site to handle the volume of garbage and debris generated for that day.
- Drinking fountains and sinks should be checked for proper operation.
- Clean floors, sinks, fire pits, grills and stoves. Dirt, dust and spilled beverages should be cleaned up. Ashes should be cleaned up and removed from the fire pits, barbecues and fireplaces at least weekly and proportionate to actual use.
- Tables, sinks, and drains should be cleaned.
- Roofs, gutters and downspouts should be inspected weekly, especially where nearby trees drop litter.

### Preventive Maintenance and Repair

- Picnic tables should be stacked to drain water and tied together for winter after being checked for board replacement and other repairs.
- Barbecues should be thoroughly cleaned and either brought into the shop or covered to prevent damage from winter rain and accumulated organic debris.
- All structural elements should be checked for repairs and appropriate work requests processed so that picnic sites start each season in good repair.

- Where exterior plumbing and electrical fixtures are not protected from vandals, initiate a work request for the Crafts Crew to install protective device.

## 12.8 Tennis/Multi-Play Courts

Tennis and multi-play courts are very actively used facilities. Special attention should be given to ensure that the paved surface is clean and free of trip hazards. Other court features need to be inspected and action taken to reduce possible safety problems. The following are BMPs for tennis and play court maintenance.

### Ongoing/Routine Maintenance



- Garbage receptacles should be emptied as needed—at least three times a week during the season.
- Inspect court surfaces and lines, collect, gather and dispose of litter, leaves and garbage. Clean out and remove any vegetation in expansion joints and around stanchions.
- Hose off, blow, sweep or pressure wash as needed to remove foreign substances and to clean court surfaces as appropriate.
- Inspect and clean drains. Be sure no debris is above outlet pipes.
- Inspect fencing, gates, drinking fountains and benches. Make minor repair repairs as necessary.
- Install, remove, repair and adjust nets. Center straps to the required 3-foot height.
- Check backboards, hoops, nets and fasteners. Make minor repairs as necessary. Report major repairs needed.
- Check lights and set as appropriate. Report bulb failure for replacement.

## Preventive Maintenance and Repair

- Foreign materials and obstructions not consistent with playing areas will be removed.
- Fencing should be thoroughly inspected at least once a year:
  - Tension wires should be tightened.
  - Fabric should be tightened and straightened.
  - Ties and fasteners should be checked and re-secured as needed.
  - Posts and rails should be checked and secured
  - Gates should be checked, lubricated and secured as necessary.
- Surfacing should be thoroughly pressure washed to remove moss and algae.
- Stripes should be re-painted or courts re-surfaced and striped, as needed by the Crafts painters or other professionals.
- Thoroughly inspect backboards and hoops yearly and at increasing intervals as play indicates. This equipment should be replaced as needed.
- Annual pressure washing of the playing surface will be done, and as needed.

## 12.9 Play Areas

Play areas give young children a place to freely move about and enjoy themselves. Parks must be extra diligent in maintenance and repairs of play areas to ensure the safety of children using that equipment. The compliance with King County's Play Area Standards is required. The following are BMPs for play areas:

### Ongoing/Routine Maintenance

- Inspect play equipment and rake surfacing on a regularly scheduled basis. Check for vandalism, graffiti, broken or damaged parts, missing parts, jagged or exposed places, worn surfaces, fittings and bearings.
- Make minor adjustments such as untangling swings.
- Adjust and lubricate. Initiate work request to Painters' Shop when worn or rusted surfaces need painting. Make minor repairs such as tightening loose fasteners. Where fasteners are missing, initiate a work request through the Playground Specialist. Secure site to insure safety.
- Surfacing should be evenly distributed and at the required depths around footings of the play structures. Re-rake areas at the foot of slides and under swings to fill depressions created by use.

- Pick up and remove all garbage, debris and broken glass. Empty and remove garbage from receptacles.
- Remove and/or report offensive graffiti. Graffiti with sexual, racial or gang- related content will be removed immediately. When graffiti is found in a small area, attempt to remove with the Renton Stores-issued graffiti-removal product. If unsuccessful, or for large areas, contact the Crafts Supervisor immediately for removal within 24-48 hours. **Never** paint over the damaged area.
- Immobilize or remove unsafe play equipment. Immediately report problem to Crafts Playground Specialist via pager or phone.
- Prepare inspection forms monthly. Be complete and accurate. Report all deficient items to the Playground Specialist for repair.

### Preventive Maintenance and Repair

- Keep communication consistent **among community users, project managers, facilities supervisors, resource staff and the Playground Specialist** when modifying or planning any major changes to play areas.
- Replace equipment according to approved practices. Replace equipment with approved equipment. Get the input, inspection and approval of the Playground Specialists.
- Replace surfacing regularly and at the direction of Playground Specialist. Resource staff should rototill hardened surfaces before those areas become compacted.

## 12.10 Community Centers

Community centers are places where staff and the public conduct business related to the ongoing operation of Parks and its wide-ranging programs. Office areas must be kept in a business-like condition. Rooms and facilities where classes are held must be kept in a condition that allows the public to be instructed by or involved in program activities. Regular cleaning and replacement of consumable materials are important elements in maintaining these facilities. Additional duties required include special set-up of equipment or furniture, and special servicing of equipment.





following are BMPs for maintaining community centers and offices:

### Ongoing/Routine Maintenance

- Visually check the structure. Perform roof, gutter and down spout cleaning. Wash windows inside and out as needed. Clean walls and fixtures. Perform other maintenance as required.
- Sweep, dust mop, wet mop, wax floors and vacuum. Shampoo rug areas as needed and scheduled.
- After washing down concrete or ceramic tile floors with a hose, thoroughly clean out all floor drains. Run hose at its highest water pressure directly over the drain grate to clean.
- Sweep, vacuum and/or mop floors daily. Do not wax wood floors. Use a distilled vinegar and water solution to clean.
- Keep offices clean and organized.
- Clean and dust walls and woodwork annually.
- Pick up debris and empty garbage daily.
- Use electrical cords properly. Allow no multiple plug-ins. Use only three-pronged, grounded electrical cords. Discard immediately any damaged cords. Wash windows at least annually. Report all broken glass immediately to Crafts Supervisor.

- Wash all windows at least annually. Report broken glass through work requests for repair.
- Replace “regular” (i.e., fluorescent and incandescent) light bulbs as needed. Do not replace the High-Intensity Discharge (HD) bulbs used for spotlights, fields, parking lots, gyms and natatoriums. Initiate a work request to the Electricians’ Shop for HD bulbs. Regularly clean lens (i.e., light fixture covers).
- Do not obstruct heating vents and elements. Keep them clear of any combustible materials.
- For all heating systems, use high-pressure dusting air (available at Renton Stores) to do quarterly cleaning of all intake and exhaust vents and grids.
- Ensure that fire codes are met. Eliminate safety hazards. Do not store anything in front (within 3 feet) of electrical panels, switchboards or control panels. These “free and clear zones” must be marked with red floor paint. Initiate work requests for painting as needed.
- Do not store materials in front of— or nearby— any control valves, piping or other mechanical devices.
- Keep shrubbery and other vegetation away from the building walls.
- When graffiti is found in a small area, attempt to remove with the Renton Stores-issued graffiti removal product. If unsuccessful, or for large areas, contact the Crafts Supervisor immediately for removal within 24-48 hours. **Never** paint over the damaged area.
- Regularly open and close faucets and shower valves to insure proper functioning. No excessive hand pressure should be needed to shut off a faucet or valve. The fixture should not leak during operation.

Where to send your Work Request	
SHOP	EQUIPMENT
Plumbers’ Shop	Flushometers Faucets Urinals or toilets Sinks, drains, or traps Showers Drinking fountains or hose bibs
Carpenters’ Shop	Lock or door Hardware Window Siding, roof or gutter Cabinet, counter, or wall molding Floor covering Structural component, toilet stalls, office cubicles or accessories, Bridge or deck

	Stairs or walkway or any other building component
Electricians' Shop	Electrical power and outlets Light switches or light fixtures Alarms, pumps, or fans Motors, wiring, electrical panels or any other electrical device.

- Initiate a work request to the Plumbers' Shop immediately for any problem with flushometers, faucets, urinals, toilets, sinks, drains, traps, showers, drinking fountains or hose bibs.
- Initiate a work request immediately to the Carpenters' Shop for any problem with a lock, door, hardware, window, siding, roof, gutter, cabinet, counter, floor covering, wall molding, structural component, toilet stalls, office cubicles or accessories, bridge, deck, stairs, walkway or any other building component.
- Initiate a work request immediately to the Electricians' Shop for any problem with electrical power, outlets, light switches, light fixtures, alarms, pumps, fans, motors, wiring, electrical panels or any other electrical device.
- Immediately report all damaged electrical and plumbing fixtures to the Crafts Supervisor.
- Replace light bulbs as needed.
- Clean interior restrooms and kitchens. Replenish supplies.
- Stock firewood as appropriate. Maintain fireplaces.
- Check electrical, water, alarm and HVAC systems for defects or malfunctions. Report unresolved problems for repair.
- Check and service fire extinguishers regularly.
- Lubricate hinges as required.
- Empty garbage receptacles and recycle bins as required.
- Check recreation and activity room schedules. Perform set up and take down activities as required. Stow equipment, tables and chairs when not in use.
- Regularly check with Recreation or office staff on status of upcoming activities that may require special additional duties. Schedule this work appropriately.

## Preventive Maintenance and Repair

- Emergency plans should be readily available and up-dated as needed.
- Inspect entire facility on a quarterly basis. Note wear, broken fixtures and structural problems. Report repairs needed through work requests to Renton Shops Crafts Crew.

- Check toilets; sink drains, and faucets for proper functioning.
- When an electrical breaker is tripped, try resetting the breaker once only. If it trips again, contact Crafts Supervisor to dispatch an Electrician to troubleshoot and repair problem.
- If metal halide lights are pink-tinted, initiate a work request to the Electricians' Shop for replacement.
- In the early fall, check functioning of heating systems by turning system on high. Report any problems to the Crafts Shop.
- When an alarm on a pump system is activated, deactivate the alarm and contact the Crafts Shop immediately. Do not continually reset pump system without consultation with Crafts Shop/Electricians.
- Replace air conditioning and furnace filters. Check for proper functioning of thermostats.
- Check for ease of door or window opening and cracks. Initiate work request to Carpenters' Shop for all repairs.
- Check for rug or floor wear. Write work requests as necessary.
- Note any leaks in roof, or accumulated moss or other roof-related problems. Report for repair. Be sure leaves and debris are cleaned from gutters and down spouts.
- Annual fire inspections and systems inspections may require immediate follow up.

## 12.11 Swimming Pools

The Recreation, Fair and Aquatics Section of Parks maintain King County swimming pools. Maintenance of these facilities is not covered in this manual. Parks Resource staff maintains the exteriors and landscaping of pools. The Crafts Crew at Renton Shops repairs these facilities as discussed in Chapter 13, Crafts Repair and Modifications. As needed, work requests are written to the Regional Utility Shops for non-routine work. All routine landscaping and grounds features work is covered in the appropriate chapter of this manual.

## 12.12 Fairgrounds

The King County Fairgrounds at Enumclaw hosts the annual King County Fair and numerous other events each year. Many people attend these events, which typically attract large crowds. Special set-ups are common and vary with event. Activities often require special support from other maintenance units in addition to regular staff in residence at the Fairgrounds. Most BMPs that influence other locations apply to the Fairgrounds. Only BMPs unique to operating this facility are presented in this chapter.



### Ongoing/Routine Maintenance

- Check Fair calendar of events and discuss requirements with Fair Management and event sponsors. Coordinate activities with event sponsors to ensure proper set-up and maintenance.
- Check to see if the proper requirements for equipment and set-up sequencing can be achieved. Secure necessary equipment. If necessary, seek and secure additional support from other crews.
- Regularly service restrooms and clean up support facilities. Perform this maintenance in proportion to crowd size.
- Monitor garbage and litter generation.
- Secure any loose toilet seat. Report any damaged toilet seat to the Crafts plumbers.
- After washing down concrete or ceramic tile floors with a hose, thoroughly clean out all floor drains by running the hose at its highest water pressure directly over the drain grate.
- Sweep, vacuum and/or mop floors daily. Do not wax wood floors—use a distilled vinegar and water solution to clean.
- Keep offices clean and organized.
- Clean and dust walls and woodwork annually.
- Pick up debris and empty garbage daily.
- Use electrical cords properly. Allow no multiple plug-ins. Use only three-pronged, grounded electrical cords. Immediately discard any damaged cords. Wash windows at least annually. Immediately report all broken glass immediately to Crafts Supervisor.
- Replace fluorescent and incandescent light bulbs as needed. Do not replace the High-Intensity Discharge (HD) bulbs used for spotlights, fields, parking lots, gyms and natatoriums. Initiate a work request to the Electricians' Shop for HD bulbs. Regularly clean light fixture covers.
- Do not obstruct heating vents and elements. Keep them clear of any combustible materials.
- For all heating systems, use high-pressured dusting air (available at Renton Stores) to do quarterly cleaning of all intake and exhaust vents and grids.
- Ensure that fire codes are met, and safety hazards are eliminated. Do not store anything in front (within 3 feet) of electrical panels, switchboards or control panels. These “free and clear zones” must be marked with red floor paint. Initiate work requests for painting as needed.

- Do not store materials in front of—or nearby—any control valves, piping or other mechanical devices.
- Keep shrubbery and other vegetation away from the building walls.
- When graffiti is found in a small area, attempt to remove with the Renton Stores-issued graffiti removal product. If unsuccessful, or for large areas, contact the Crafts Supervisor immediately for removal within 24-48 hours. Never paint over the damaged area.
- Regularly open and close faucets and shower valves to insure proper functioning. No excessive hand pressure should be needed to shut off a faucet or valve. There should be no leaking around fixture during operation.
- Initiate a work request to the Plumbers' Shop immediately for any problem with flushometers, faucets, urinals, toilets, sinks, drains, traps, showers, drinking fountains or hose bibs.
- Initiate a work request immediately to the Carpenters' Shop for any problem with a lock, door, hardware, window, siding, roof, gutter, cabinet, counter, floor covering, wall molding, structural component, toilet stalls, office cubicles or accessories, bridge, deck, stairs, walkway or any other building component.
- Initiate a work request immediately to the Electricians' Shop for any problem with electrical power, outlets, light switches, light fixtures, alarms, pumps, fans, motors, wiring, electrical panels or any other electrical device.
- Report to the Crafts Supervisor immediately all damaged electrical and plumbing fixtures.

### Preventive Maintenance and Repairs

- Plan sufficient time to ready facilities.
- Regularly check equipment and various set-up materials. Make repairs in sufficient time to have needed items ready prior to next use.
- Have buildings repaired and updated as necessary. Don't wait until the last minute. Do a complete systems check on all exhaust fans, door functioning and locks, water heaters, etc. in January of each year. Immediately initiate all building repair work through the Crafts work request process.
- Test all water heaters in barns and other buildings in January of each year. Initiate work request for repair Crafts Crew.
- For every event, be sure to inform all sound and lighting contractors, and vendors, about power capacity at the time of signing a contract.
- When an electrical breaker is tripped, try resetting the breaker once only. If it trips again, contact Crafts Supervisor to dispatch an Electrician to troubleshoot and repair problem.

- If metal halide lights are pink-tinted, initiate a work request to the Electricians' Shop for replacement.
- In early fall, check functioning of heating systems by turning the system on high. Report any problems to the Crafts Shop.
- When an alarm on a pump system is activated, deactivate the alarm and contact the Crafts Shop immediately. Do not continually reset pump system without consultation with Crafts Shop/Electricians.

## 12.13 Summer Beaches

There are a few outdoor beaches in the King County Park System. These beaches, known as Summer Beaches, could be heavily used in hot weather. Beach maintenance ensures public safety and enjoyment of these assets. Due to budget constraints, there are no longer any lifeguards provided at these beaches.



The following are BMPs for maintaining Summer Beaches:

### Ongoing/Routine Maintenance

- Check and clean restrooms and showers each morning.
- Check and clean-up litter and garbage throughout beach area.
- Empty garbage receptacles each morning. Service as appropriate during the day and in proportion to crowd size.
- Check and rake, drag, float or replenish sand as needed on beach. Remove any glass.
- Visually inspect shallow water and swimming area for obstacles and glass. Remove obstacles or glass immediately.
- Inspect and repair floats and float lines. Refer to Aquatics Section specifications when making repairs.

- Wear appropriate safety gear. Use safety equipment as warranted.
- Clean with hydrogen peroxide to disinfect, and sweep docks, ramps and floats. Correct any situations that could injure the public, especially hazards to bare feet. Do not sweep fowl feces into water. Collect and properly dispose of this waste by incorporating it into compost piles or placing it in the dumpsters.
- Correct any situations that could injure the public, especially hazards to bare feet.
- Inspect and maintain pumps, waste recovery, water alarm and other facility support systems.
- Ensure that beach limit and float signs are properly placed to keep boats away from swimming and fishing areas.
- Ensure appropriate signage is in place in swimming and unguarded areas.

### Preventive Maintenance and Repairs

- Install and remove guard towers/chairs. Check railings and swimming ladders.
- Install and remove signage and floats according to Aquatics Section specifications.
- Remove any logs and debris that may have floated onto beach areas.
- Replenish sand. Grade to fill in depressions and eroded areas.
- Check and repair all beach support facilities and structures to good condition at the end of each season. Immediately initiate work request for the anticipated repair or improvement to the facility or structure to the Crafts Crew, noting the beach re-opening date.
- Put all equipment away in an orderly and clean condition.

## 12.14 Docks and Boat Ramps

Docks and boat ramps provide the public access to King County recreational waterways. Public safety and water quality are the major focus of maintenance at these facilities. The following are BMPs for maintaining docks and boat ramps:





### Ongoing/Routine Maintenance

- Wear the appropriate safety gear. Use safety equipment as warranted.
- Inspect docks and floats. Correct situations that could injure the public, especially hazards to bare feet.
- Check hinged portions of floats or rubbing surfaces. Lubricate as necessary. Take caution to keep lubricants out of the water.
- Check approaches and shallow water areas for obstacles or protruding items that could injure or impact trailers and boats. Correct problems as needed.
- Ensure proper signage is in good condition. Check for the proper regulatory and safety-related signage.
- Clean with hydrogen peroxide to disinfect, and sweep docks, ramps and floats. Do not sweep fowl feces into water. Collect feces and dispose of into compost piles or in dumpsters.

### Preventive Maintenance and Repair

- Inspect and maintain pumps, waste recovery, water alarms and other facility support systems.
- Replace damaged boards and other features as soon as repairs are warranted. Pay particular attention to correcting items that pose a hazard to people or that might damage boats and/or trailers. Use rubber, treated and/or plastic lumber for boat bumpers, decking, and other dock items. Use stainless steel or galvanized fasteners on all docks and beach features.

## 12.15 Community Gardens

King County operates two community gardens or pea patches that provide space and program support to residents interested in growing flowers or vegetables. Most maintenance in the two gardens is by the gardeners, who are assigned plots. Recreation staff provides administration and support to the gardeners. Tilling is contracted.

Maintenance support includes mowing turf, cleaning compost bins, handling garbage and litter pick up and disposal, and servicing the irrigation systems (See Chapter 3 Water Resources and Chapter 8 Turf Management). Pesticides are not used in areas adjacent to (within 100 feet of) the community gardens.

## 12.16 Athletic Fields

Athletic fields get the most public use in the King County Park System. Parks has a long-standing, well-deserved reputation as a supplier of high-quality playing fields. High-quality maintenance is more important, however, than reputation. It also ensures safety. The following are BMPs for maintaining athletic fields:

### Ongoing/Routine Maintenance

#### Baseball and Softball

- Consult Recreation Section schedules to determine requirements for each field.
- Inspect field to determine what work is necessary.
- Blow and clean stands, apron areas and dugouts.
- Flush dugout drains after cleaning, by using high-pressure water. Allow water to run directly into drain for at least 2 minutes.
- Pick up litter and garbage.
- Water fields to reduce potential for windblown sediment/erosion.
- Fill in depressions and holes in infield and outfield areas. Make sod patches in the outfield areas as needed.
- Remove bases. Float and grade/drag infield.
- Set bases on pegs appropriate to type of game.
- Hand rake and touch-up areas at home plate and pitcher's rubber.
- Mow foul lines twice a week.
- Put down paint lines, gypsum, or whiting to mark base and foul lines, coaches boxes and batter's boxes.
- Set field lights as needed.

- Perform Quick-Preps as needed.

### Soccer, Rugby and Football

- Consult Recreation Section schedules to determine which fields are scheduled.
- Inspect field to determine work is needed.
- Pick up litter and garbage.
- Blow, rake and clean stands, bleacher areas, and areas around goals.
- Check for depressions and divots. Fill and repair as necessary for safety. Patch sod.
- Mow lines and mark with gypsum, paint, or whiting.
- Float all-weather fields twice a week.

## Preventive Maintenance and Repairs

### Baseball and Softball

- Check all fencing, dugouts and backstops, and make repairs as warranted, or write work requests to secure repair.
- Install or take down pitchers mound as needed.
- Check and replace pitcher's rubber and home plates. Do the same for base anchors and bases.
- Check field lighting, scoreboards, and microphones for proper operation. Replace bulbs as needed.
- Haul and set bleachers.
- Repair turf, remove grass lip on infield edges, top-dress and remove ruts and depressions.
- Harrow, rotera, and roll infield areas and warning tracks.
- Remove grass and debris from infield areas and warning tracks.
- Check and clean all catch basins, drain lines and water spigots and irrigation heads to conserve water and maintain optimum water quality.
- Check drinking fountains for proper operation and repair as needed.

### Soccer, Rugby and Football

- Install or remove goals. Secure in place or take to off-field storage and secure.
- Check field for depressions. Fill or patch with sod taken from off-field areas.

- Aerify, top dress, and re-seed as necessary.
- Clean out sediment from all catch basins and drain inlets to maintain water quality and ensure proper function. Use catch basin filters to reduce sediment accumulated.
- Bring in bleachers or return bleachers.
- Control moles through trapping to eliminate mole holes.
- Set garbage cans in bleacher areas.

## 12.17 Interpretive Features

Interpretive features are either special areas or features such as historic, natural history, specimen plants, or plantings of interest to the public. These assets are the subjects of interpretive staff who include them as part of public programs. Consult with the Interpretive staff before doing maintenance in areas that are used for Interpretive Programs.

Each of these areas has unique requirements for maintenance. We will not identify BMPs for these features in this manual. Maintenance of interpretive features is a collaboration of the Interpretive and Resource staffs.

## 12.18 Special Events

Special events are unique gatherings and programs for large groups of people. The concerts at Marymoor and the Heritage Festival are examples of special events in the King County Park System. Special events require additional planning for and provision of services such as extra garbage receptacles and Sanikans. The following are BMPs for special events:

- Participate in event organizing meeting. Follow up meetings with the Event Holders, Recreation Staff, Crafts Supervisor and other agencies to determine expected attendance, expected impacts on facilities and adjacent areas, and confirm requirements of event organizers.
- Ensure portable toilets are provided and placed according to established ratios for toilets to crowd levels.
- Ensure sufficient garbage receptacles are placed in areas of food or crowd concentrations.
- Anticipate where circulation patterns will develop. Place necessary supportive elements and crowd control features.
- Anticipate vehicular traffic. Employ sufficient traffic control or parking controls.
- Schedule extra garbage pickup and restroom cleaning appropriate to crowds.
- Conduct post-event analysis. De-brief event holders, other agencies and Recreation Staff to identify what went wrong, what went right and suggest improvements.

- Retain notes from previous events. Implement suggested improvements at the following event.

## 12.19 Training

All staff should receive hands on training in the following:

- Emergency procedures for public buildings.
- Athletic field preparation and maintenance.
- Tennis and play court maintenance.
- Maintenance of offices and community centers.
- Flagging and traffic safety control.
- Maintenance of beaches, docks and boat ramps.